

# APPOMATTOX COUNTY PUBLIC SCHOOLS

*Learning Today, Leading Tomorrow*

ANNETTE A. BENNETT, Ed. D.  
DIVISION SUPERINTENDENT

## SCHOOL BOARD MEMBERS:

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Wreck Island District

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Appomattox River District

TO: Appomattox County Board of Supervisors

FROM: Annette A. Bennett, Ed.D. Superintendent  
Bruce R. McMillan, Director of Finance and Human Resources  
Appomattox County Public Schools

DATE: October 16, 2020

SUBJECT: Supplemental Appropriation Request 2020-2021 fiscal year  
Coronavirus Relief Fund

Appomattox County Public Schools requests appropriation of the Coronavirus Relief Fund in the amount of

**\$387,660.00**

## CENTRAL OFFICE STAFF:

BRUCE R. MCMILLAN  
Director of Finance and  
Human Resources

ELIZABETH R. HAUGHT  
Director of Student Services


AMY D. HUSKIN, Ed. D.  
Director of Curriculum,  
Instruction and CTE

CHERYL J. SERVIS, Ed. D.  
Supervisor of Instruction  
and Federal Programs

PHILLIP G. AMOS JR.  
Supervisor of Technology  
and Safety

CARRINGTON W. PRITCHARD  
Clerk of the Board

Respectfully Submitted,

  
Annette A. Bennett, Ed.D.  
Superintendent

Approved:  
Appomattox County Board of Supervisors  
Signed:

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Samuel E. Carter, Chairman

Date: \_\_\_\_\_

*Instructional Delivery Supports: \$25,000.00 (Virtual Learning Program Design and coordination)*  
*VISION Technology: \$82,044.00 (MiFi Devices, Additional Hotspots with increased data limits)*  
*Cleaning Supplies: 19,248.00 ( Face masks and shields, Disinfecting supplies, retrofitting water coolers @ 2 schools, cleaning caddies and products)*  
*Facilities Upgrade: 37,500.00 (partial cost of the Bipolar Ion Air Purifier systems- I-WAVE)*

**#3 Coronavirus Relief Fund (CRF): Our allocation: \$387,660**

This fund must be used by the state by December 31, which means school divisions have been given a **NOV 30 deadline** by VDOE. This was announced last week and will require swift action on the school division to identify the costs that can be reimbursed through this grant and county (through supplemental appropriation) to meet the required deadlines.

Our task at this point is to look at ALL of the expenses we have incurred related to the pandemic and use this latest CARES funding (#3) to address costs that can be immediately reimbursed. To meet the CRF (Cares #3) spending deadline of Nov. 30th, I will be sending a supplemental appropriation request for the \$387,660 amount for your board's consideration at their October board meeting.

Since some of these expenses for which we will ask for reimbursement out of CARES #3 are written into the earlier grants (CARES #1 and #2) , we will be submitting amendments to those grant applications. As noted the funding in the first two grants is available to us for up to 2 years (March1, 2020- September 30, 2022). Therefore, we can look at the ongoing expenses or ongoing costs related to this pandemic with those two funds.

**County Cares Funding Request:** The award of the latest 2 grants will significantly reduce, if not eliminate, the requests we made for county CARES funding. As I mentioned to you, given the additional funding that has been made available to the school division with these 3 grants, it certainly seems appropriate to give priority to other county agencies who need the county CARES funding to cover COVID-19 expenses.

**Future meeting dates:** While our regular schedules have been significantly interrupted by the COVID-19 pandemic, we agreed it would be helpful to resume our monthly meeting times. Listed below are some dates and time for November and December from my calendar, I am hopeful one of these will coincide with yours.

Nov. 9, 13, 16, or 23

Dec, 4, 7, 10, 11, or 14

Also, on our School Board meeting Calendar, we have a Joint Board Meeting scheduled for **Nov. 5** at 5:30. Can you please let me know if this date is on the board of Supervisors' calendar as well? If this date is agreeable, I can ask our board to move the time to **6:00** as you indicated would be preferable. While we can meet in a large enough space to socially distance, our students will not be able to prepare a meal as is the usual custom.

Thank you again for taking time to meet to discuss these important items. As always, do not hesitate to call me or email if there are questions or concerns I can answer.

## Supplemental Appropriation Requests- - Coronavirus Relief Fund

From: Annette Bennett <aabennett@acpsweb.com>

Sent: Fri, Oct 16, 2020 at 11:30 am

To: Susan M. Adams

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[Superintendents Memo- CRF Funding 273-20.docx](#) (35.4 KB)

Susan,

Good morning. I am bringing over a Supplemental Appropriation Requests for the Coronavirus Relief Fund we have been allocated by VDOE in the amount of \$387,660.00. This is the latest CARES award for the schools that we are required to use by November 30th. We have not received all of the information we need to make a final decision about how the money can and should be used. However, here is the information we know at this time.

1. Unlike the two previous CARES grant awards, there is no application process required for this grant so no additional state level approval will be forthcoming. The allocation amount shown on the attached Superintendents memo is a final number.
2. VDOE is offering a webinar to answer specific questions about allowable expenses on Tuesday, October 20, 2020 in which we plan to participate. I will be making a recommendation to the School Board on Thursday, October 22, 2020 about how we should proceed. As has been suggested, we are exploring the possibility of a one time stipend/hazard pay for certain employees who have direct student contact on a daily basis as it appears that might be an acceptable use of these funds.
3. I can assure that there will be no ongoing cost associated with these funds. Given the timeline, we will have to use it on the reimbursement of one time costs/expenditures that are fully encumbered no later than Nov. 30.
4. On Nov. 15th, I must certify that these funds will be encumbered no later than Nov. 30th or we will have to relinquish the funds back to VDOE.

Please call me if you have any other questions or if you need additional information.

Thank you in advance for your help with this request.



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